

**SAINT CHARLES PARK & RECREATION BOARD MINUTES**  
**PARK BOARD MEETING HELD**  
**January 15th, 2020**

The meeting was **Called to Order** by President Smith at 6:00pm in the American Legion Meeting Room in Memorial Hall. **Roll Call** noted the following present for the meeting:

**Board** Leah Akers, Sandy Bichel, Patrick Caskey, David Fichtenmayer, Brad Harmon, Kathy Mudrovic, Bradley Nowak, Mike Ryan, Tom Smith and Council Liaison Mary Ann Ohms were present.

**Others** Maralee Britton – Director, Chris Atkinson - Assistant Director, Don Borgmeyer- Enterprise Superintendent, Peter VanLinn - Parks Superintendent, Tina Sieker - Administrative Coordinator, Oscar Rojas - Recreation Supervisor, Kyle Sheck - Concessions Coordinator, Gary Gerber - Maintenance Foreman, Carl Rakers - Maintenance Worker, Jim Greisenhauer - Maintenance Worker.

**Community Members** - None

3. **Verbal Petitions/Public Comments and Response:** None

4. **Staff Reports/Presentations:**

New Employee Oscar Rojas - Recreation Supervisor I was introduced to the Board.

Don Borgmeyer introduced Carl Rakers and Jim Greisenhauer as winners of the 2019 Park Ace Awards. Jim won the part-time employee category and Carl Rakers won the full time employee category.

5. **Items for Discussion and/or Action-**

A. **Consideration for approval Budget Amendment #1, 2020, Re-appropriations\***

Smith made a motion to approve Budget Amendment #1 with the exception of Project 19PRK21 Boschert Greenway Phase 3 \$171,000; seconded by Nowak which then passed.

Bichel made a motion to approve Project 19PRK21 Boschert Greenway Phase 3 - \$171,000 and add it to Budget Amendment #1; seconded by Akers.

Roll Call vote: Leah Akers - Yes, Sandy Bichel - Yes, Patrick Caskey - Yes,  
David Fichtenmayer - No, Brad Harmon - No, Brad Nowak - Yes,  
Kathy Mudrovic - Yes, Mike Ryan - No, Tom Smith - No.

Motion passed 5-4.

- B. Contract with Gaylord Opryland Hotel to provide overnight lodging on December 7, 8 & 9, 2020 for trip participants on "Country Christmas in Nashville" Trip in an amount not to exceed \$27,648.06\***

Caskey made a motion to approve the contract; seconded by Mudrovic which then passed.

- C. Contract with Playpower LT Farmington, Inc. to provide and install a new playground and tile safety surfacing at McNair Park in an amount not to exceed \$100,000.00\***

Harmon made a motion to approve the contract; seconded by Caskey which then passed.

- D. Purchase of Dippin Dots products from Super City Dots for resale in concession stands in 2020 in an amount not to exceed \$35,000.00\***

Harmon made a motion to approve the purchase; seconded by Caskey which then passed.

- E. Purchase of Chick Fil A chicken sandwiches from Chick Fil A for resale in concession stands in 2020 in an amount not to exceed \$40,000.00\***

Harmon made a motion to approve the purchase; seconded by Bichel which then passed.

- F. Purchase of pool chemicals from Westport Pools for use at the 3 aquatic facilities in 2020 in an amount not to exceed \$25,000.00\***

Mudrovic made a motion to approve the purchase; seconded by Caskey which then passed.

- G. Contract with Spectrum Lawn and Tree Care to provide contractual mowing services in 2020 in an amount not to exceed \$34,000.00\***

Caskey made a motion to approve the contract; seconded by Bichel which then passed.

- H. Consideration of Revisions to the Concessions Discount Policy for Employees\***

Fichtenmayer made a motion to approve the revised policy; seconded by Nowak which then passed.

- I. Purchase of a new copier machine from Marco Technologies in an amount not to exceed \$11,540.81\***

Smith made a motion to approve the purchase; seconded by Caskey which then passed.

- J. Consideration of Revisions of the Memorial Hall Usage Policy to the Community Building Usage Policy\***

Caskey made a motion to approve the revised policy; seconded by Mudrovic which then passed.

**K. Consideration of Revisions to the Refund Policy\***

Fichtenmayer made a motion to approve the revised policy; seconded by Mudrovic which then passed.

**6. Meeting Minutes:**

**A. Parks & Recreation Meeting Minutes December 18th, 2019\***

Fichtenmayer made a motion to approve the meeting minutes; seconded by Ryan which then passed.

**B. Parks and Recreation Board Closed Session Meeting Minutes December 18, 2019; Legal actions, causes of action, or litigation. (RSMo 610.021.1) and Leasing, purchase or sale of real estate where public knowledge of the transaction might adversely affect the legal consideration thereof. (RSMo 610.021.2)\*\*\***

Smith made a motion to approve the Closed Session meeting minutes; seconded by Bichel.

Roll Call vote: Leah Akers - Yes, Sandy Bichel - Yes, Patrick Caskey - Yes, David Fichtenmayer - Yes, Brad Harmon - Yes, Brad Nowak - Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Tom Smith - Yes.

**7. Consent Agenda (Items to be received):**

The Consent Agenda was then addressed, which included the following:

- A. Calendar
- B. Financial Statement
- C. Accounts Receivable Report
- D. Project Report
- E. Financial Transactions from \$7,500 to \$10,000- None

Fichtenmayer made a motion to receive the consent agenda; Seconded by Nowak which then passed.

**8. Items Removed from the Consent Agenda: None**

**9. Presidents Announcements and Reminders:**

Smith asked if anyone wanted to attend the next Soccer Park Committee on January 21st, 2020 to let him know.

10. **Directors Report:**

- A. **Thank You's (As Available)** - None
- B. **General Department Update** - Britton said that since staff would be out of town at the February 19th Board Meeting that the meeting would be cancelled.
- C. **Ghost Tree Update** - The Ghost Tree will be installed at Wapelhorst Park in February.

11. **Board Member Announcements and Reminders:** None

12. **Council Liaison Announcements and Reminders:** None

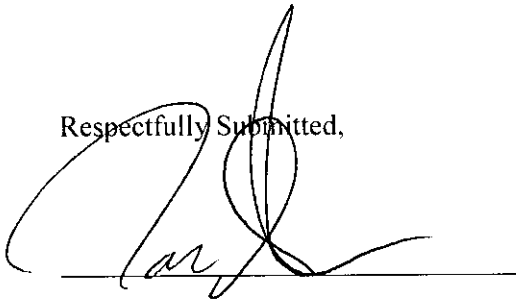
13. **Park Board Liaisons Comments**

- A. **Foundation Report:** Beer & Chicken Dance is scheduled for January 31st, 2020.
- B. **Cemetery Report:** None.
- C. **Legislative Report:** None.

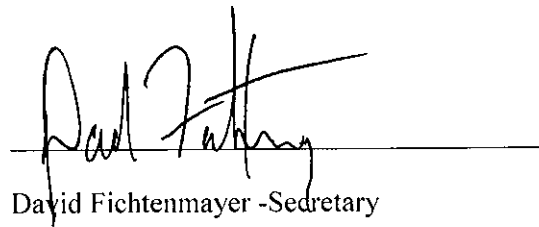
As there was no further business to discuss Fichtenmayer moved for **Adjournment** at 6.52pm; Seconded by Caskey which then passed.

Meeting: January 15th, 2020

Respectfully Submitted,

A handwritten signature in black ink, appearing to be 'Tom Smith', written over a horizontal line.

Tom Smith - President

A handwritten signature in black ink, appearing to be 'David Fichtenmayer', written over a horizontal line.

David Fichtenmayer -Secretary